



State of Nevada

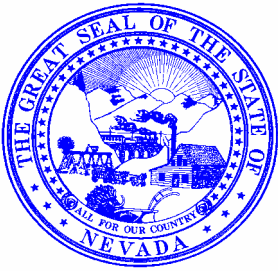
State Treasurer Brian K. Krolicki



UNCLAIMED PROPERTY HOLDER REPORTING FORMS AND INSTRUCTIONS

Brian K. Krolicki
State Treasurer
Unclaimed Property
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(702) 486-4140 – Phone
(702) 486-4177 – Fax
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STATE OF NEVADA OFFICE OF THE STATE TREASURER

UNCLAIMED PROPERTY

Brian K. Krolicki
State Treasurer

To Holders of Unclaimed Property:

On behalf of the citizens and participating businesses of Nevada, thank you for filing your annual Unclaimed Property Report. Legislative changes have been approved to enhance the Nevada Unclaimed Property Program in an effort to make it more user friendly for holders of abandoned property.

In July 2001, the Nevada State Legislature placed the administration of Unclaimed Property under the jurisdiction of the State Treasurer's office. The office is tasked with assisting both holders and claimants of unclaimed funds in determining rightful owners and heirs and assisting with the timely return of assets. The process required to achieve this goal is an important partnership with Nevada businesses, and begins by identifying unclaimed funds in your possession and then reporting and remitting these items to the State Treasurer's office.

If you have any questions regarding the information contained in this booklet, please contact Unclaimed Property at (702) 486-4140.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brian K. Krolicki".

Brian K. Krolicki
State Treasurer

GENERAL INSTRUCTIONS

THIS IS A REVISED UNCLAIMED PROPERTY REPORT. BE SURE TO READ IT IN ITS ENTIRETY PRIOR TO PREPARING YOUR REPORT. IT IS DESIGNED TO PROVIDE HOLDERS WITH THE REQUIREMENTS FOR REPORTING, REMITTING AND DELIVERING ABANDONED PROPERTY TO THE NEVADA STATE TREASURER'S OFFICE. THE STATE RESERVES THE RIGHT TO AMEND ANY STATEMENT IN THIS REPORT.

HELP US - HELP YOU

The Nevada State Treasurer's Office strives to reunite the owners with their property within 90 days. It is for this reason that we request specific proof and documentation to ensure property is remitted to the rightful owner. This can only be done based on the information and property descriptions provided by you in your holder reports.

Prior to preparing and remitting holder reports, please ensure that all information that provides help in identifying the owners and properties is listed. In doing so, you will help us help you by eliminating the need of referring the claimants back to you. The owners' complete names, addresses and social security numbers are essential in verifying the rightful owner during claims processing.

WHAT IS UNCLAIMED PROPERTY?

Unclaimed property can be any financial asset owed to another business or individual. Property is considered abandoned when there has been no activity and/or contact with the owner for a specific period of time. The property type will determine the abandonment period; however, it is generally three years.

When a holder's attempts to locate the rightful owner have been unsuccessful, the assets must be "*escheated*" to the Nevada State Treasurer's office. The State Treasurer's office is responsible for protecting the assets and advertising the rightful owners names, in an effort to return the assets to the rightful owners.

Nevada Unclaimed Property law is located in the Nevada Revised Statutes (NRS) Chapter 120A and can be found online at www.leg.state.nv.us/NRS/NRS-120A.html.

WHO MUST REPORT UNCLAIMED PROPERTY?

Any entity or person in possession of property (subject to NRS Chapter 120A) that belongs to a Nevada resident is considered a holder of unclaimed property and is required to report that property to the State. This includes holders of property in other states in possession of property owed to Nevada residents. Nevada holders must also report all property where the owners' names and addresses are unknown. Any entity conducting business within the state of Nevada that has branches, divisions or other affiliates is responsible for filing on their behalf, for example, financial institutions, utility companies, business associations and legal entities.

WHAT MUST BE REPORTED?

Property in which no contact has been received by the holder from the owner after performing holder's Due Diligence or in which the owner cannot be located after the required statutory period of time has lapsed. Examples of these items are *wages, payroll or salary checks; utility deposit refund checks, money orders, traveler's checks, safe deposit box contents, and gift cards*. (Refer to our Property Type Codes List for more information.)

GENERAL INSTRUCTIONS

WHAT IS HOLDER DUE DILIGENCE?

Nevada Unclaimed Property law **NRS 120A.260** requires written communication with the owner prior to filing an annual report if the holder of the property has verification that the last known address on file is no longer valid, the owner cannot be located and the claim of the apparent owners is not barred by any other law of the state. This process, known as “Due Diligence,” must be completed not less than 60 nor more than 120 days before the report is due for each owner whose balance is more than \$50. If the owner completes, signs and returns the written notification to the holder, this action averts the process for reporting unclaimed property and it should not be escheated.

WHEN MUST UNCLAIMED PROPERTY REPORTS BE FILED?

INSURANCE COMPANY reports are due prior to May 1 of each year for property presumed abandoned as of the previous December 31.

ALL OTHER ENTITIES are due prior to November 1 of each year for property presumed abandoned as of the previous June 30.

DO YOU HAVE PROPERTY FROM OTHER STATES?

Each state has its own abandoned property reporting program and holders should report these properties to the states of the last known address of the owners. Some states have entered into reciprocal or exchange agreements with each other that allow its holders to make the reporting process less cumbersome. This means state offices will accept property that rightfully belongs to other states and will transfer it at a later date. The Nevada Unclaimed Property department **must** be contacted prior to remitting property belonging to another state. Be advised that dormancy periods vary from state to state. Property turned over to the state of Nevada for escheatment to different states must be in compliance with those states’ statutory requirements in order to be forwarded.

EXTENSIONS

Requests for extensions after the established due date must be made in writing and reach this agency **before** the report is due. For insurance companies, requests must be received prior to April 1. For all other entities, requests must be received prior to October 1. All requests for extensions must include the reason(s) why an extension is required, the amount of time requested and the approximate date the report can be expected in this office. You must include your Holder ID number and TIN/FEIN on your request.

VOLUNTARY COMPLIANCE/REQUEST FOR AMNESTY

The state of Nevada does not have an active compliance/amnesty program. For holders remitting property for the first time under voluntary compliance, advance written notification is required prior to submitting a report. A request for the waiver of fees and penalties can be made, and will be taken into consideration by the Administrator. This, however, will not prevent the State Treasurer’s office from initiating audit procedures if it has been determined that there is additional property to be reported.

AUDITS

The Nevada State Treasurer’s office audit staff periodically conducts examinations of holder records to ensure that holders are in compliance with the State’s unclaimed property laws.

GENERAL INSTRUCTIONS

REPORTING METHODS

HOLDER REPORTS SUBMITTED IN AN INCORRECT FORMAT WILL BE REFERRED BACK TO THE HOLDER. IT IS EACH HOLDER'S RESPONSIBILITY TO REMIT REPORTS AS REQUIRED BY NEVADA REVISED STATUTES CHAPTER 120A.

The state of Nevada utilizes the Unclaimed Property System (UPS 2000) licensed by ACS Wagers to collect and track unclaimed property items. UPS 2000 provides the capability to import the **National Association of Unclaimed Property Administrators (NAUPA)** standard electronic holder reports and also offers, *free of charge*, a free Holder Reporting System (HRS) Software package for holders to collect and report their unclaimed property in the **NAUPA** format on CD ROM or diskette.

Holders may download this free approved software and a User's Manual from the ACS Wagers website at: www.wagers.net. From the main page, click on the icon "Free Holder Software" and follow the instructions to download. It is recommended that you update this software annually for any updates prior to beginning your reporting process. For questions or additional information regarding this software, please contact ACS Wagers at (303) 413-9450.

1. **ELECTRONIC REPORTING** – Consists of reports remitted on CD ROM or diskette. Be sure to clearly label the diskette or CD ROM with the holder name as well as the names of each file contained. If reporting more than one company, assign a separate file name for each.

☒ **WE DO NOT ACCEPT MAGNETIC TAPES.**

☒ **ALL HOLDERS REPORTING 15 OR MORE INDIVIDUAL RECORDS ARE REQUIRED TO REMIT REPORTS ELECTRONICALLY UTILIZING THE NAUPA FORMAT SPECIFICATIONS. REPORTS NOT RECEIVED ACCORDING TO THIS PRESCRIBED FORMAT WILL BE SUBJECT TO RETURN TO THE HOLDER TO BE REMITTED ELECTRONICALLY IN NAUPA FORMAT.**
2. **HARD COPY REPORTING** – Holders with less than 15 records to report may remit reports on the **REPORT OF UNCLAIMED PROPERTY (DETAIL) UP-2** form. All information must be typed or printed legibly in ink. You may use your own form; however, it **must** contain the same information on the UP-2. Additional photocopies can be made.
3. **MULTIPLE REPORTS** – Holders filing for more than one entity to file must remit separate reports for each entity.

REMITTING PAYMENT

Checks must be made payable to "**Nevada Unclaimed Property.**" For payment remittance via Automatic Clearing House (ACH), wire transfer, or Depository Trust Company (DTC), refer to our instructions on pages 7 – 9. Remittance payments must be received in U. S. currency only.

FEE EXPENSES

If you deduct expenses for costs incurred during the unclaimed property process (i.e., safe deposit drilling fee) these fees must be deducted from the owners' funds. A written explanation must be included in your report justifying the deductions and the report must equal the amount of the payment being remitted. Out of balance reports are subject to being returned.

HOLDER REIMBURSEMENT INSTRUCTIONS

Occasionally, holders remit reports that contain property remitted to the State in error or may request funds back on behalf of an owner to make claiming easier. If so, holders may request reimbursement by completing a *Holder Request for Reimbursement* form included in this booklet. A written explanation and supporting documentation must be included when requesting reimbursement.

GENERAL INSTRUCTIONS

ELECTRONIC PAYMENT INFORMATION

If your method of payment will be **WIRE TRANSFER**, you will need to provide the following information to your financial institution:

VIA WIRE TRANSFER

| | |
|-------------------------|---|
| Bank Name and Address | Bank of America PO Box 98600 Las Vegas, NV 89193-8600 |
| ABA Number | 026009593 (For Wire Transfers Only) |
| Depositor Account Title | Nevada State Treasurer Unclaimed Property Las Vegas, NV |
| Account Number | 00380032300 |

Copies of the wire transfer confirmations must be attached to the holder reports.

If your method of payment will be **AUTOMATIC CLEARING HOUSE (ACH)**, you will need to provide the following information to your financial institution:

VIA AUTOMATIC CLEARING HOUSE (ACH):

| | |
|-------------------------|---|
| Bank Name and Address | Bank of America PO Box 98600 Las Vegas, NV 89193-8600 |
| ACH Coordinator | Laura Reed Customer Service Advisor (775) 688-8747 |
| Depositor Account Title | Nevada State Treasurer Unclaimed Property Las Vegas, NV |
| RTN Number | 122400724 |
| Account Number | 00380032300 |
| Type of Account | Checking |

GENERAL INSTRUCTIONS

REMITTING SECURITIES AND MUTUAL FUNDS SECURITIES

Holders may utilize a book entry form of share registration in lieu of issuing physical securities (stock certificates) except as provided for in 120A.320(2). Each shareowner record reported must include the shareowner name, last transaction date, number of shares, and cash amount remitted if applicable. The shares must be registered to *NEVADA UNCLAIMED PROPERTY* on or before your report and remittance is mailed to us. Our Federal Taxpayer Identification Number is 88-6000022.

A copy of a statement or receipt must be included as evidence with your report for each corporation. Dividends earned should be reinvested in the purchase of additional shares.

Holders issuing physical certificates must follow the instructions below:

Certificates must be registered in the name *NEVADA UNCLAIMED PROPERTY*, and mail only one (1) certificate per issue reported to us with your report and remittance.

If you participate in the Depository Trust Company (DTC) and want to transfer securities directly to our brokerage account, you must fax a listing of the securities being delivered 48 hours prior to transfer. The Issue Name, CUSIP # (mandatory), number of shares and depository number must be included in the notification. A copy of this fax must be included when submitting the Unclaimed Property Report.

If your method of payment will be via Depository Trust Company (DTC), your financial institution will need to be provided with the following information:

VIA DEPOSITORY TRUST COMPANY (DTC):

| | |
|-------------------------------|--|
| DTC Clearing Number: | 0141 |
| For Benefit of: | First Clearing LLC NY Window 55 Water Street-Concourse Level New York, NY 10005 ABA# 021000018 |
| For Further Credit to: | Wachovia Securities Acct # 7664-3162 Nevada Unclaimed Property Office of the State Treasurer 3800 Howard Hughes Parkway #1500 Las Vegas, NV 89109 |

A list of securities being transferred with the scheduled date of transfer must be faxed to the Unclaimed Property office at: (702) 486-4177 prior to transference.

GENERAL INSTRUCTIONS

MUTUAL FUNDS

Mutual Funds must be registered to *NEVADA UNCLAIMED PROPERTY* on or before your report and remittance is mailed to us. Our Federal Taxpayer Identification Number is 88-6000022. Each shareowner record reported must include the shareowner name, last transaction date, number of shares, and cash amount remitted if applicable.

A copy of the funds statement must be included with your report for each fund reported. Do not make physical delivery of the shares. Dividends earned should be reinvested in the purchase of additional mutual fund shares.

***CHECKS SHOULD BE MADE PAYABLE TO:
NEVADA UNCLAIMED PROPERTY***

***REPORTS WITH REMITTANCES, SAFEKEEPING AND COURIER DELIVERY SHOULD BE
DELIVERED TO:***

STATE OF NEVADA
OFFICE OF THE STATE TREASURER
NEVADA UNCLAIMED PROPERTY
555 E WASHINGTON AVENUE, SUITE 4200
LAS VEGAS, NEVADA 89101-1070

**IF YOU HAVE ADDITIONAL QUESTIONS, YOU MAY CONTACT THE
OFFICE OF THE STATE TREASURER
NEVADA UNCLAIMED PROPERTY
(702) 486-4140**

GENERAL INSTRUCTIONS

DIVIDEND REINVESTMENT PLAN INFORMATION – DRP

Dividend Reinvestment Plan shares must be registered to *NEVADA UNCLAIMED PROPERTY* on or before your report and remittance is mailed to us. Our Federal Taxpayer Identification Number is 88-6000022. Corporations may utilize a book entry form of share registration in lieu of issuing physical securities (stock certificates). Each shareowner record reported must include the shareowner name, last transaction date, number of shares, and cash amount remitted if applicable.

A copy of the statement or receipt must be included as evidence with your report for each corporation. Dividends earned should be reinvested in the purchase of additional shares.

- All holders must list Dividend Reinvestment Plan (DRP) accounts with Property ID Code: SC19.
- The state of Nevada will only accept whole shares for each individual when physical certificates are issued. Fractional shares must be liquidated at fair market value when reported.
- Fractional shares must be sold for each individual when physical certificates are issued and must be reported with Property ID Code: SC09.

WORTHLESS OR NON-TRANSFERABLE SECURITIES

The administrator may decline to receive any security which is deemed to have a value less than the cost of giving notice and holding a sale.

For securities confiscated from a safe deposit box, follow the instructions for remitting safe deposit box contents.

GENERAL INSTRUCTIONS

INSTRUCTIONS FOR COMPLETING THE UNCLAIMED PROPERTY REPORT

These instructions are intended for use as a general guide for identifying and remitting unclaimed property.

A. REPORT OF UNCLAIMED PROPERTY COVER SHEET:

IMPORTANT: This cover sheet (UP-1) must be remitted with all unclaimed property reports. You may use your own form; however, it must contain the same information on UP-2 and it must be signed by an authorized employee of your company

1. HOLDER INFORMATION

Complete all the requested information that pertains to the holder/company. The contact person should be the person who completes the report. When reporting for multiple SUBSIDIARIES attach a listing of each company's name and FEIN/TIN's on a separate sheet and attach it to the cover sheet.

2. DID THIS ENTITY FILE A REPORT OF UNCLAIMED PROPERTY WITH THE STATE OF NEVADA LAST YEAR?

Holders must check the 'yes' or 'no' box. If the 'no' box is checked, an explanation is required for not doing so.

3. PREVIOUS HOLDER INFORMATION

Indicate any name change, the principal business of your company, and the parent company name, if applicable. If you know the date and state of incorporation, enter this information in the required field.

4. REPORT FILING

Mark the appropriate box for the type of report being submitted.

5. SUMMARY OF PROPERTY REPORTED AND REMITTED

- A. Enter the Aggregate Total (accounts less than \$50 or with unknown owners);
- B. Enter the owner total (accounts with funds of \$50 or more);
- C. Enter the amount of Safekeeping accounts remitted and include the inventory;
- D. Enter the total sum of **a** and **b** above.

6. SHARES OF STOCK

- A. List name of stock company;
- B. List the CUSIP No.;
- C. List the number of shares being remitted;
- D. Indicate whether the shares were remitted via DTC.

7. CERTIFICATION

Report must be signed by an employee who is authorized to certify that the property that has been remitted to the Nevada State Treasurer's office is true and correct.

GENERAL INSTRUCTIONS

REMITTING SAFEKEEPING CONTENTS

Safekeeping Inventory forms must be completed prior to November 1 for each owner on whose behalf you are reporting safekeeping contents. You may use your own form; however, it must contain the same information that appears on the *SAFEKEEPING INVENTORY* form. In addition, each owner must be listed on the *Report of Unclaimed Property (Detail)* form utilizing property codes SD01 or SD02, as appropriate.

You must call (702) 486-4140 to schedule an appointment for the delivery of safekeeping contents. There should be at least one representative from the company present during inventory.

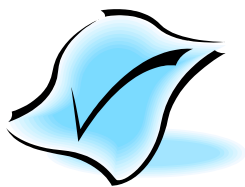
Safekeeping contents should be placed in a 9 X 12 inch or larger envelope. The owner names and box number or other identifying number must be clearly marked on the outside of the envelope. The *SAFEKEEPING INVENTORY* form must be attached to each envelope.

If any of the safekeeping boxes contain firearms (with the exception of antiques), controlled substances or contents that could be deemed illegal, contact your local law enforcement agency for instructions on handling. Include a written explanation that the safekeeping in question was remitted to your local law enforcement agency.

Cash found in safekeeping boxes must be inventoried and remitted to the State.

Do Not Report EMPTY BOXES. Boxes should be drilled prior to preparing reports to avoid unnecessary labor.

If physical delivery of safekeeping contents is not possible, please contact us to make other arrangements.



UNCLAIMED PROPERTY CHECKLIST

- ☐ Has the Report of Unclaimed Property Sheet been completely filled out with a TIN/FEIN and a contact person?
- ☐ Is the report balanced?
- ☐ Is the remittance included with your report?
- ☐ Is the Report of Unclaimed Property Detail form completely filled out?
 - 1. Does it include the Property Type Code?
 - 2. Is it legible?
 - 3. Is all available holder information included?
- ☐ Did you follow the instructions for remitting securities?
- ☐ Have the securities been liquidated or transferred in the name of the state of Nevada – Unclaimed Property?
- ☐ Are the DTC share notifications attached to the properties?
- ☐ Have all mutual funds been redeemed or transferred in the name of the state of Nevada – Unclaimed Property, FEIN 88-6000022?
- ☐ Are the following in your report?
 - 1. Stock Certificates?
 - 2. CD ROM / Diskette / Hardcopy?

Contact Information:

Nevada State Treasurer
Unclaimed Property Office
(702) 486-4140 – Phone
(702) 486-4177 – Fax

Website: <http://NevadaTreasurer.gov/unclaimed>

NEVADA STATE TREASURER • UNCLAIMED PROPERTY

PROPERTY TYPE CODES & ABANDONMENT PERIODS

ACCOUNT BALANCES (3 Yrs)

| | |
|------|--|
| AC01 | Checking account |
| AC02 | Savings account |
| AC03 | Certificate of deposit |
| AC04 | Christmas club |
| AC05 | Money on deposit to secure funds |
| AC06 | Security deposit |
| AC07 | Unidentified deposit |
| AC08 | Suspense account |
| AC99 | Aggregate account balance less than \$50 |

CHECKS (3 Yrs except as noted)

| | |
|------|---|
| CK01 | Cashiers check (5 Yrs) |
| CK02 | Certified check (5 Yrs) |
| CK03 | Registered check |
| CK04 | Treasurer's check |
| CK05 | Drafts |
| CK06 | Warrants |
| CK07 | Money Order (*7 Yrs) |
| CK08 | Travelers Check (*15 Yrs) |
| CK09 | Foreign exchange check |
| CK10 | Expense check |
| CK11 | Pension check |
| CK12 | Credit check or memo |
| CK13 | Vendor check |
| CK14 | Check written off to income or surplus |
| CK15 | Other outstanding official check |
| CK16 | CD interest check |
| CK99 | Aggregate uncashed check less than \$50 |

COURT DEPOSITS (3 Yrs)

| | |
|------|--|
| CT01 | Escrow funds |
| CT02 | Condemnation award |
| CT03 | Missing heirs' funds |
| CT04 | Suspense accounts |
| CT05 | Any other type of deposit |
| CT06 | Public Aid Child Support Checks |
| CT99 | Aggregate court deposit less than \$50 |

INSURANCE (3 Yrs)

| | |
|------|---|
| IN01 | Individual policy benefits or claim payment |
| IN02 | Group policy benefit or claim payment |
| IN03 | Death benefit due beneficiaries |
| IN04 | Proceeds from matured policies, endowments or annuities |
| IN05 | Premium refunds on individual policies |
| IN06 | Unidentified remittance |
| IN07 | Other amount due under policy terms |
| IN08 | Agent credit balances |
| IN99 | Aggregate insurance property less than \$50 |

PROCEEDS FROM MINERAL INTERESTS (3 Yrs)

| | |
|------|----------------------|
| MI01 | Net revenue interest |
| MI02 | Royalties |
| MI03 | Overriding royalties |
| MI04 | Production payments |
| MI05 | Working interests |
| MI06 | Bonuses |
| MI07 | Delay rentals |
| MI08 | Shut-in royalties |
| MI09 | Minimum royalties |

SAFE DEPOSIT BOXES AND SAFEKEEPING (3 Yrs)

| | |
|------|--|
| SD01 | Contents of safe deposit boxes |
| SD02 | Contents of any other safekeeping repository |

MISC. INTANGIBLE PROPERTY (3 Yrs except as noted)

| | |
|------|---|
| MS01 | Wage, payroll, or salary (*1 Yr) |
| MS02 | Commissions |
| MS03 | Workers compensation |
| MS04 | Payment for goods and services |
| MS05 | Customer overpayment |
| MS06 | Unidentified remittance |
| MS07 | Un-refunded overcharge |
| MS08 | Accounts payable |
| MS09 | Credit balances/accounts receivable |
| MS10 | Discounts due |
| MS11 | Refunds due |
| MS12 | Unredeemed gift certificates |
| MS13 | Unclaimed loan collateral |
| MS14 | Sums payable under pension and profit sharing plans (IRA, KEOUGH, 401k, etc.) |
| MS15 | Property distributable in the course of a dissolution or liquidation (*1 Yr) |
| MS16 | Miscellaneous outstanding checks |
| MS17 | Miscellaneous intangible personal property |
| MS18 | Suspense Liabilities |
| MS99 | Aggregate property less than \$50 |

SECURITIES (3 Yrs)

| | |
|------|--|
| SC01 | Dividends |
| SC02 | Interest payable on registered bonds |
| SC03 | NOT USED |
| SC04 | Equity payments |
| SC05 | Profits |
| SC06 | Funds paid towards the purchases of shares or or interest in a business organization |
| SC07 | Bearer bond interest and matured principal |
| SC08 | Shares of stock returned by Post Office |
| SC09 | Cash for fractional shares |
| SC10 | Un-exchanged stock of Successor Corporation |
| SC11 | Any other certificates of ownership |
| SC12 | Underlying shares or other certificates of ownership |
| SC13 | Funds for liquidation of un-surrendered stocks/bonds |
| SC14 | Debentures |
| SC15 | U.S. Government Securities |
| SC16 | Mutual funds |
| SC17 | Warrants |
| SC18 | Matured principal on registered bonds |
| SC19 | Dividend reinvestment plans |
| SC20 | Credit balances |
| SC99 | Aggregate securities related cash less than \$50 |

TRUST, INVESTMENT & ESCROW ACCOUNTS (3 Yrs)

| | |
|------|---|
| TR01 | Paying agent accounts |
| TR02 | Undelivered or uncashed dividends |
| TR03 | Funds held in a fiduciary capacity |
| TR04 | Escrow accounts |
| TR05 | Trust vouchers |
| TR99 | Aggregate trust property less than \$50 |

UTILITIES (3 Yrs except as noted)

| | |
|------|---|
| UT01 | Utility deposits (*1 Yr) |
| UT02 | Membership fees |
| UT03 | Refunds or rebates |
| UT04 | Capital credit distributions |
| UT99 | Aggregate utility property less than \$50 |

**STATE OF NEVADA
UNCLAIMED PROPERTY REPORT/REMIT YEAR TABLES
OTHER THAN INSURANCE COMPANIES**

FIVE (5) YEAR PROPERTIES

| Items that were issued or had a last activity date during the period: | Must be reported and remitted on the report postmarked before: |
|---|--|
| 7/1/1999 thru 6/30/2000 | November 1, 2005 |
| 7/1/2000 thru 6/30/2001 | November 1, 2006 |
| 7/1/2001 thru 6/30/2002 | November 1, 2007 |
| 7/1/2002 thru 6/30/2003 | November 1, 2008 |
| 7/1/2003 thru 6/30/2004 | November 1, 2009 |

THREE (3) YEAR PROPERTIES

| Items that were issued or had a last activity date during the period: | Must be reported and remitted on the report postmarked before: |
|---|--|
| 7/1/2001 thru 6/30/2002 | November 1, 2005 |
| 7/1/2002 thru 6/30/2003 | November 1, 2006 |
| 7/1/2003 thru 6/30/2004 | November 1, 2007 |
| 7/1/2004 thru 6/30/2005 | November 1, 2008 |
| 7/1/2005 thru 6/30/2006 | November 1, 2009 |

ONE (1) YEAR PROPERTIES

(Wage, Payroll, Salary & Utility Deposits)

| Items that were issued or had a last activity date during the period: | Must be reported and remitted on the report postmarked by: |
|---|--|
| 7/1/2003 thru 6/30/2004 | November 1, 2005 |
| 7/1/2004 thru 6/30/2005 | November 1, 2006 |
| 7/1/2005 thru 6/30/2006 | November 1, 2007 |
| 7/1/2006 thru 6/30/2007 | November 1, 2008 |
| 7/1/2007 thru 6/30/2008 | November 1, 2009 |

NOTE: Reports and remittances that are received after the prescribed due date are subject to an interest penalty under the provisions of Nevada Revised Statutes 120A.450. Requests for waivers of interest may be submitted for consideration with your report/remittance and must include the reason(s) for the late submission. Failure to request a waiver may result in the imposition of an interest penalty. Please call or write for further information.

**STATE OF NEVADA
UNCLAIMED PROPERTY REPORT/REMIT YEAR TABLES
INSURANCE COMPANIES**

THREE (3) YEAR PROPERTIES

| Items that were issued or had a last activity date during the period: | Must be reported and remitted on the report postmarked before: |
|--|---|
| 1/1/2002 thru 12/31/2002 | May 1, 2006 |
| 1/1/2003 thru 12/31/2003 | May 1, 2007 |
| 1/1/2004 thru 12/31/2004 | May 1, 2008 |
| 1/1/2005 thru 12/31/2005 | May 1, 2009 |
| 1/1/2006 thru 12/30/2006 | May 1, 2010 |

***ONE (1) YEAR PROPERTIES
(Wage, Payroll, & Salary)***

| Items that were issued or had a last activity date during the period: | Must be reported and remitted on the report postmarked before: |
|--|---|
| 1/1/2004 thru 12/31/2004 | May 1, 2006 |
| 1/1/2005 thru 12/31/2005 | May 1, 2007 |
| 1/1/2006 thru 12/31/2006 | May 1, 2008 |
| 1/1/2007 thru 12/31/2007 | May 1, 2009 |
| 1/1/2008 thru 12/31/2008 | May 1, 2010 |

NOTE: Reports and remittances that are received after the prescribed due date are subject to an interest penalty under the provisions of Nevada Revised Statutes 120A.450. Requests for waivers of interest may be submitted for consideration with your report/remittance and must include the reason(s) for the late submission. Failure to request a waiver may result in the imposition of an interest penalty. Please contact this office for additional information.



City, State, Zip _____ Box#/Patient#/Other# _____

Witness (Official signature)

THIS SECTION TO BE USED IF CONTENTS BECOME UNCLAIMED

Contents turned over to the state of Nevada as Unclaimed Property under NRS 120A.160 on this date _____

Signature of State Official

Signature of Holder Official

The Nevada State Treasurer, as the Administrator of Unclaimed Property, takes custody of the contents shown for the above listed owner(s) and is responsible for its safekeeping. The holder is relieved of all liability to the extent of the value of the property delivered for any claim which then exists or which thereafter may arise or be made in respect to the property. (NRS 120.340)

(See Reverse)

— FOR BANK USE ONLY —

That thereafter the contents of such Safe Deposit Box were:

☐ Sealed in a package by the undersigned Notary Public, together with a duplicate of this certificate and the name of the Lessee and the date of opening of the Safe Deposit Box were written on the outside of the package by the undersigned Notary Public in the presence of a bank officer, and a copy of this certificate was sent by certified mail, addressed to the Lessee at the last known address of the Lessee. (NRS 663.085)

☐ Mailed to the Lessee by certified or registered mail in accordance with Lessee's written instructions dated:

☐ Released to _____ (Agency) in accordance with search warrant dated _____.

☐ Returned to the Safe Deposit Box in Total.

☐ Returned to the Safe Deposit Box with the exception of _____ which was released to _____ in accordance with court order dated _____.

☐ Other

Signature of Acceptor of Property

In witness whereof, we have hereunto set our hands at _____, Nevada, this _____ day

of _____, 20_____.

Signature of Bank Officer

Signature of Notary Public

* * * *

Date Rent Last Paid _____

Charge for Forcible Entry \$ _____

Unpaid Rent \$ _____

Safekeeping Charge \$ _____

Balance owed by tenant \$ _____



Nevada State Treasurer
Report of Unclaimed Property
(Remittance must accompany report)

| HOLDER INFORMATION | |
|--|--|
| Date: | <i>Check only one:</i> Insurance Annual Report <input type="checkbox"/> Annual Report (all other entities) <input type="checkbox"/> Verification for Period Ending: December 31, _____ June 30, _____ |
| Federal/Tax ID No.: | Contact Person: |
| Entity Name: | Title/Department: |
| Address: | Phone No.: _____ Fax No.: _____ |
| City: _____ State: _____ Zip: _____ | Nevada Holder Number: (From Postcard) |
| Did your entity file a Report of Unclaimed Property with the state of Nevada last year? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If "NO," please explain: | |
| Prior Holder name and address: | |
| Principal Business Activity of your Company: | |
| State of Incorporation: | Date of Incorporation: |
| Parent Company Name: | Parent Company Federal/Tax ID No: |

Please check the box that applies to the report being filed:

- ☐ **Negative Report** – (no funds, shares or safekeeping). As a duly authorized representative of the holder listed above, I do hereby certify that I have no unclaimed property to report.
- ☐ **Hardcopy** – Paper Report (Per NRS 120A, the state of Nevada may request electronic filings on reports of 15 or more properties)
- ☐ **Electronic Filing** – CD ROM / Diskette

| SUMMARY OF PROPERTY REPORTED AND REMITTED | |
|--|----|
| a. Aggregate Total – Accounts less than \$50 or unknown owners | \$ |
| b. Owner Total – Accounts with funds of \$50 or more (<i>Attach Unclaimed Property Detail</i>) | \$ |
| c. Safekeeping Total – Amount of accounts remitted (<i>Attach Safekeeping Inventory</i>) | \$ |
| c. Total sum of a and b above | \$ |

If funds were sent via wire transfer, Depository Trust Company (DTC) or Automatic Clearing House (ACH), confirmation must be included with report.

| | | |
|-------------------------------|------------------|-------------------------|
| <u>Shares of Stock: Issue</u> | <u>CUSIP No.</u> | <u>Number of Shares</u> |
|-------------------------------|------------------|-------------------------|

Were shares sent DTC: ☐ Yes ☐ No If "Yes", enclose confirmation

The undersigned declares under penalty of perjury that, to the best of his/her knowledge and belief, the information provided above and in the attached schedules is true and correct under the provisions of NRS 120A.260.

Printed Name

Signature

Title

Make check payable and mail to: Nevada Unclaimed Property 555 E Washington Avenue, Suite 4200, Las Vegas, NV 89101

| FOR OFFICIAL USE ONLY | | | | | |
|-----------------------|------------|------------|-----------|-----------------|------------|
| Check # | Check Date | Amount | Deposit # | Deposit Date | G/L Number |
| | | | | | |
| Receipt ID: | | Report ID: | | Import Batch #: | |

NEVADA STATE TREASURER • UNCLAIMED PROPERTY REPORT OF UNCLAIMED PROPERTY (DETAIL)

Report Date _____

Holder Name _____

Page ____ of ____

| Property Type Mandatory | Identifying Number Acct# or CK# | Cash Amount Remitted | Date Last Activity mm/dd/yy | SSN/FEIN | Owner's Name (Last, First, Middle) and Last Known Address | Security or Mutual Fund Name/CUSIP | Number of Shares Remitted |
|-----------------------------------|---|----------------------|---------------------------------------|---------------------------------|--|------------------------------------|---------------------------|
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| PAGE TOTAL \$ | | | | TOTAL NUMBER OF SHARES REMITTED | | | |
| GRAND TOTAL (IF LAST PAGE) \$ | | | | #OF ITEMS THIS PAGE | | | |



State of Nevada Office of the State Treasurer
Unclaimed Property
555 East Washington Avenue, Suite 4200, Las Vegas, NV 89101-1075

REQUEST FOR HOLDER REIMBURSEMENT

| HOLDER INFORMATION | | |
|---------------------------|--------------------------|------------------------|
| Holder Information: | Tax/FEIN Number: | |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| Contact Person: | Phone Number: () | Fax Number: () |

| PROPERTY INFORMATION | | |
|--------------------------------------|-----------------------------|--|
| Report Year: | Report Amount: | Property Type: |
| Date Paid to Owner: | Amount Paid to Owner: \$ | Number of Shares: |
| Name as indicated on Report (owner): | | Is this Aggregate? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Owner Address: | | |

NOTE: A copy of the proof of payment made to rightful owner must be accompanied with this request.

| HOLDER INDEMNIFICATION AND AFFIDAVIT |
|---|
|---|

I, _____, a duly authorized representative of the holder listed above, do hereby certify that the above listed funds, or other property that was listed in the report filed by the holder have been paid to the rightful owner(s) or their appointed representative. I agree, upon payment of the above described property, to indemnify the state of Nevada and hold it harmless from all claims and losses, demands, costs, and other expenses which the State may sustain by reason of turning over property to the holder and by reason further of its refusal to pay the property to any other person or persons:

Name of Representative (type or print legibly) _____ Title _____

Signature of Holder Representative _____ Date _____

| NOTARY | |
|----------------|--|
| (Notary Stamp) | Sworn to and subscribed before me this _____ day of _____, 20_____ Notary: _____ My Commission expires: _____ |